

Position Opening: **Cambus Operations Supervisor (New F-T position)**

The Parking & Transportation Department at The University of Iowa is currently seeking a highly motivated professional to serve as Cambus Operations Supervisor in a fast-paced public transit environment. Cambus is The University of Iowa owned and operated campus transit system providing over 4 million rides per year with a fleet of 34 buses. Cambus is part of the Iowa City MPO and receives FTA and IDOT funding. It provides service to all campus facilities, charges no fares, and is open to the public. Cambus currently employs 160 UI students who operate the on-campus transit service as well as serve in supervisory and support positions. For more information on this student run service please visit <http://www.uiowa.edu/~cambus/>

This full-time professional will provide support to the Manager of Cambus. The Cambus Operations Supervisor will supervise the daily activities of the transit services operations and employees; plan, coordinate and implement service changes, policies and system procedures; supervise, train, assign, monitor and evaluate the work of employees to meet service objectives; document and evaluate system performance for the purpose of meeting objectives and improve the quality of service delivery, design and safety.

Required qualifications include:

- Bachelor's degree or an equivalent combination of education and experience
- Some (1-3 years) related administrative experience
- Some (1-3 years) supervisory experience
- Excellent written and verbal communication skills
- Proficiency in computer software applications including, but not limited to databases, spreadsheets, and word processing
- Must have a strong work ethic, good judgment, a high level of professionalism, ability to prioritize and manage multiple tasks in a fast paced environment
- Skilled at adequately responding to emergency situations as well as multiple situations quickly
- Skilled in customer service
- Possess outstanding organizational skills are essential with attention to detail
- Possession of a current Class B CDL (or obtain one within first 6 months of employment) with passenger and airbrake endorsements
- Must meet UI driving requirements
- Comply with required drug and alcohol testing (in accordance with DOT/FTA regulations)

Desired qualifications include:

- Prefer related administrative experience within public transit
- Prefer supervisory experience within public transit
- Prefer knowledge in mapping and transit AVL
- Prefer knowledge of University policies, procedures, and regulations

This is a fulltime position, which includes an excellent benefit package, and a salary range of \$38,193 to commensurate based on qualifications and experience. For additional information and to apply on line for this position, go to <http://jobs.uiowa.edu> and refer to Requisition 63436. Applicants must apply on-line on or before the end of advertising, and will be sent 2 scenarios via email from Brian McClatchey. Applicants are required to send answers to both scenarios via email to brian-mcclatchey@uiowa.edu by the end of advertising in order to be considered for this position.



The University of Iowa is an Affirmative Action Equal Opportunity Employer. Women and minorities are encouraged to apply.